

August 23, 2011

U.S. Embassy, Tallinn  
Kentmanni 20  
15099 Tallinn  
Estonia

Dear Mobile Telephone Service Provider,

Subject: Request for Quotations number SEN100-11-R-0001

Enclosed is a Request for Quotations (RFQ) for mobile telephones and mobile telephone services. If you would like to submit a quotation, follow the instructions in Section 4 of the solicitation, complete the required portions of the attached document, and submit it to the following address:

U.S. Embassy Tallinn  
ATTN: General Services Office  
Kentmanni 20  
15099 Tallinn  
Estonia

Please submit your quotation in a sealed envelope marked "Quotation Enclosed" to the above address. The deadline for receipt of quotations is 08:00 a.m. local time, on September 23, 2011. No quotations will be accepted after this time.

In order for a quotation to be considered, you must also complete and submit the following: SF-1449 (block 17, 24 and 30). Block 24 should list the total value of the quote for the base year.

Section 1, The Schedule  
Section 5, Representations and Certifications  
Additional Information as required in Section 4.

Please direct any questions regarding this solicitation in writing to Wayne Crawford, Contracting Officer, by August 30, 2011. Questions must be written in English and may be sent to fax number +372 668 8266 or emailed to [crawfordwh@state.gov](mailto:crawfordwh@state.gov). You may also call +372 668 8154. Answers will be sent to all companies listed in solicitation mailing list.

A copy of solicitation will be available via internet at American Embassy Tallinn home page <http://estonia.usembassy.gov> (under About us-Business Opportunity)

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Sincerely,

Wayne H. Crawford  
Contracting Officer

Enclosure:  
As Stated.

## **TABLE OF CONTENTS**

### Section 1 - The Schedule

- SF 1449 cover sheet
- Continuation To SF-1449, RFQ Number **SEN100-11-R-0001**, Prices, Block 23
- Continuation To SF-1449, RFQ Number **SEN100-11-R-0001**, Schedule Of Supplies/Services, Block 20 Description/Specifications/Work Statement
- Attachment 1 to Description/Specifications/Performance Work Statement, Government Furnished Property

### Section 2 - Contract Clauses

- Contract Clauses
- Addendum to Contract Clauses - FAR and DOSAR Clauses not Prescribed in Part 12

### Section 4 - Evaluation Factors

- Evaluation Factors
- Addendum to Evaluation Factors - FAR and DOSAR Provisions not Prescribed in Part 12

### Section 5 - Representations and Certifications

- Representations and Certifications
- Addendum to Offeror Representations and Certifications - FAR and DOSAR Provisions not Prescribed in Part 12